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ABSTRACT

Designed for adults entering college after having been out of school for some time, this book provides information about succeeding in school while meeting family and work obligations. Chapter 1 offers words of encouragement; chapter 2 offers advice on confronting and eliminating many fears and concerns reported by older than average students. Chapter 3 provides guidance on the enrollment process, including information on financial aid. Chapter 4 identifies helpful resources that may be available at the college; chapter 5 suggests ways of gaining the cooperation, support, and encouragement of family members; and chapter 6 focuses on the successful combination of work and school. The next chapters present techniques to help students pass their courses with high grades: chapter 7 points out the differences between successful and unsuccessful students; chapter 8 reviews time management strategies; and chapter 9 outlines one widely used and effective study method. How to prepare for tests and minimize anxiety is explained in chapter 10, and chapter 11 gives advice on writing successful papers. The last chapters discuss coping with the challenges of college and life in general: chapters 12 and 13 deal with predictable conflicts that may arise between students and instructors and ways of resolving them; chapter 14 suggests a simple method to minimize stress; while chapter 15 concludes with recommendations for self-managed learning. Information on career development is appended. (AYC)

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